

FINAL



**WEARE BOARD OF SELECTMEN
MEETING MINUTES
July 28, 2008**

PRESENT: TOM CLOW, CHAIRMAN; HELEEN KURK, SELECTMAN; RICHARD W. BUTT, SELECTMAN;

TOWN ADMINISTRATOR: Fred Ventresco

RECORDING SECRETARY: Cherry Palmisano

GUESTS: Gregory Begin

7:05 p.m. Chairman Clow called the meeting to order.

Chairman Clow moved, Selectman Kurk seconded to enter into non public session at 7:05 p.m. under RSA 91-A:33 II (a & e). A roll call vote was taken, Selectman Butt – yes, Selectman Kurk – yes, Chairman Clow – yes. Passed 3-0-0

Selectman Kurk moved, Chairman Clow seconded to come out of non public at 7:25 p.m. A roll call vote was taken, Selectman Butt – yes, Selectman Kurk – yes, Chairman Clow – yes. Passed 3-0-0

Selectman Kurk moved, Chairman Clow seconded to seal and restrict the minutes of the non public. Passed 3-0-0

Chief Begin informed the Board that Andrew Shortt will be resigning. Officer Shortt has 10 years vested in the Coast Guard and is looking to 10 more years to retire with full benefits. Officer Shortt's resignation will be effective August 7, 2008. Chief Begin read a letter from Officer Shortt thanking the town for allowing him to be part of the Weare Police Department and for all the guidance and support.

Chief Begin read a letter thanking Sergeant Robert Peterson, Sergeant Louis Chatel and Detective Frank Hebert for their outstanding work in the investigation of a recent rash of home burglaries in Weare and Goffstown.

Chief Begin informed the Board that Brandon Montplaisair, a volunteer helping out with purging. Chief Begin said by policy new detectives have to go through the evidence room and sign off on what is there and get rid of things that need to be disposed. Chief Begin told the Board that Brandon and his father plan on building a cabinet to store things like arms/ammo taken from seizures. Brandon and Mr. Montplaisair went to Loews and Home Depot in Concord and received a \$500.00 donation to get the materials free of charge. The labor is being donated by the Montplaisair's.

Chairman Clow moved, Selectman Butt seconded to accept the gift of up to \$500 in material from The Home Depot and Lowes for the building of the cabinetry in the evidence room by the Montplaisair's. Passed 3-0-0

Mr. Fred Ventresco said there was a meeting involving the Cable Committee, School Board, SAU and BOS at WMS. Selectman Kurk said at the meeting she asked first off if there could be a studio at the school and the school informed them they did not have the space. Mr. Ventresco said at the last meeting in August the school will come before the Board to tell them what it is they are looking for.

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Mr. Ventresco said Mr. Brian Grattan has already obtained 2 estimates. Mr. Ventresco said he informed Mr. Grattan that the town has a new purchasing policy which states any item/service over \$5,000 has to go out to bid. Selectman Kurk said they had 2 proposals, but if they have to follow the process that they have here than they have to know that well in advance. Selectman Kurk said what they are looking for is to be able to broadcast from the Library of WMS and CWES Music Room, some equipment is fine and some equipment is not fine. They would like to keep the set-up at CWES and get all new equipment for the WMS. Selectman Kurk said her feeling was the School Board should focus on equipping the Middle School, using that equipment that is in good condition from CWES and purchasing only what is needed beyond that. They could keep tally over a year or 2 years of how often they have found a need at CWES and bring it forward in a year or two. Selectman Butt would rather have the need identified.

Selectman Butt commented on the schools asking for 4 channels inside the school. Selectman Butt said originally the request from Mr. Grattan was for 50% of funding and the Cable Committee said they would give them 100%. Selectman Butt wants to know why they should pay for the 4 inside school channels. Selectman Kurk does not have an answer; she knows they discussed broadcasting live sports events. Selectman Butt knows it pays for some drops in the school but does not understand 4 in school channels. Selectman Kurk thinks this can be discussed when they meet. Selectman Kurk said what the school needs to know now is regardless if they took something out or put something in will the Board accept that they have the 2 estimates or do they have to go out to bid. Mr. Ventresco commented that Mr. Grattan did try to get 3 estimates.

Selectman Butt said the camera in CWES does not satisfy the need of the camera in the Library at WMS. Selectman Kurk said they want to set up the Library with cameras like here in the Selectman's Room. Selectman Kurk said some of the equipment is not good and it was suggested to cross some of the unnecessary equipment off the list. Selectman Kurk said they really want to know, to be prepared to come before the Board, will they accept the 2 bids or must they go out for formalized bids. Selectman Butt said the bids they have are so different. Selectman Kurk said Great Northern won't touch any equipment that belonged to someone else. Mr. Ventresco said Great Northern would like to start from scratch. Selectman Kurk said Walter Bouhlin did the installation of most of the equipment. Chairman Clow said the Northern Video bid is very specific to equipment and the Integris bid details labor for installation. Selectman Butt commented on the bid from Integris not being broken down sufficiently and it is hard to draw a comparison between the 2 bids.

Chairman Clow asked if the 50% requested was of the \$30,000 or of the project cost. Selectman Butt said Mr. Grattan requested funding for 50% of the \$18,000 cost. Selectman Kurk asked about the letter from the Superintendent of Schools. Chairman Clow said they will leave the details about how they go about the bidding process up to the School Board or SAU. Chairman Clow said the BOS could approve the expenditure. Selectman Butt is concerned with already having equipment that can reduce the cost and is not being utilized. Selectman Butt commented on there being 3 cameras upstairs that are not being utilized. Selectman Kurk feels they are utilized. Selectman Butt does not want to take away anything that would prevent programming in the future. Selectman Butt is concerned with letting them do whatever they want and feels they should approve requested items; not just give them \$15,000 to do with what they want. Selectman Kurk was concerned with them bringing equipment over from CWES that was not in good condition. Selectman Kurk said they really want to know if they need to go out to bid. Selectman Butt does not feel they have to. Mr. Ventresco said this is more of a RFP than a bid; no votes or decisions were made at that meeting, by consensus they felt the bids were sound. Selectman Butt asked if the equipment at CWES belonged to the town. Chairman Clow asked if they liked the idea of just setting aside a certain amount of money. Selectman Butt said he was not in favor of that and feels they need to approve the expenditures. Selectman Kurk said apparently Comcast has to do the installation at approximately \$2,000 and this was supposed to have already been done. Mr. Ventresco said they are trying to get Comcast to pay for this. Chairman Clow said they need to decide as a Board if they are ok with them working off those 2 proposals. Chairman Clow said if they tried to contact a third company, then

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providing the name of the third company should satisfy the purchase policy. Selectman Butt feels the school needs to define what they want and the Board can say this is what they can do. Selectman Kurk said Mr. Grattan is the IT person at the school. Selectman Butt feels the Cable Committee should be handling this with him. Selectman Kurk said Mr. Grattan was the one who brought this forward. Selectman Kurk said the Cable Committee did review the proposals and made suggestions and provided input.

Mr. Ventresco said the School Board and the Cable Committee felt the August 25th Manifest meeting would be the best date for the meeting. Chairman Clow said they should try and put this on the schedule for August 18th. Selectman Kurk would like the Cable Committee represented as well. Selectman Kurk would like Mr. Ventresco to ask Mr. Grattan if the camera from CWES is going to WMS. Selectman Butt feels purchasing a new camera is not cheap, if there is a need for the expense it can be justified, if there is no need they the expense can not be justified, because there are currently 3 cameras in the cable room. Selectman Kurk feels they do utilize at least 2 out of the 3 cameras. Selectman Butt feels they need to justify the expense. The Board agrees with the bid process but would also like the 3rd company name.

ADMINISTRATIVE REPORT

Chris Hague wants to know if they could use the Town Symbol on a document spearheaded by PWLA. Mr. Ventresco feels it is partly a town project and feels it should be appropriate. It would be posted around town, doubtful that it will be mailed. Selectman Butt would like it posted on the town website. The Board is fine with the town symbol being utilized.

Mr. Ventresco mentioned the Stone Building and informed the Board that the painter, Mark Reed, said that he could not give a warranty for the outside paint work. Selectman Butt is concerned with prohibiting the rust from coming through. Chairman Clow said this should not be prolonged.

Mr. Ventresco mentioned that during the last discussion regarding the Stone Building roof, the contractor requested \$20,000 up front to purchase the copper roof. Mr. Ventresco said the total cost will be \$38,000. Selectman Butt has no problem with that request.

Chairman Clow moved, Selectman Kurk seconded to allow the payment of \$20,000 to purchase the material for the copper roof for the Stone Building. Passed 3-0-0

Mr. Ventresco wants to make that the Board intends to allow the Berdan Sharp Shooters to obtain a fire permit to have a small campfire on the Stone Building lawn during Old Home Day. The Board is fine with the small campfire permit, allowing them to burn on town property which is a liability.

Mr. Ventresco informed the Board that someone has a large oval table they would like to donate to the town and deliver it as soon as possible; it is worth approximately \$200-\$300. The Board will accept the donation.

Chairman Clow moved, Selectman Kurk seconded to accept the gift of a large oval table valued at approximately \$300 from an anonymous donor. Passed 3-0-0

The Board discussed the email protocol between members of the Board, employees and the general public. Selectman Butt would like to send a consistent message.

MANIFESTS

Chairman Clow moved, Selectman Kurk seconded, to authorize the Board of Selectmen to sign Manifest and order the Treasurer to sign checks dated July 31, 2008. Passed 3-0-0

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| Accounts payable | \$229,917.39 | |
| Gross Payrolls | <u>\$42,937.43</u> | (includes Credit Union, Taxes) |
| Total | \$272,854.82 | |

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Chairman Clow moved, Selectman Kurk seconded to enter into non public session at 8:46 p.m. under RSA 91-A:33 II (c). A roll call vote was taken, Selectman Butt – yes, Selectman Kurk – yes, Chairman Clow – yes. Passed 3-0-0

Chairman Clow moved, Selectman Kurk seconded to come out of non public at 9:12 p.m. A roll call vote was taken, Selectman Butt – yes, Selectman Kurk – yes, Chairman Clow – yes. Passed 3-0-0

Chairman Clow moved, Selectman Kurk seconded to seal and restrict the minutes of the non public. Passed 3-0-0

ADJOURNMENT

A True Record.

Cherry Palmisano, Recording Secretary